



Arizona Department of Education
Tom Horne, Superintendent of Public Instruction

Online Technical Assistance for CTE Basic Grant and Data Reporting

July 2007



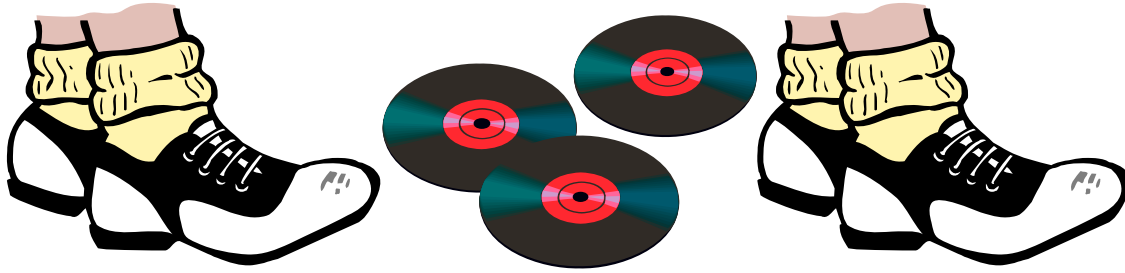
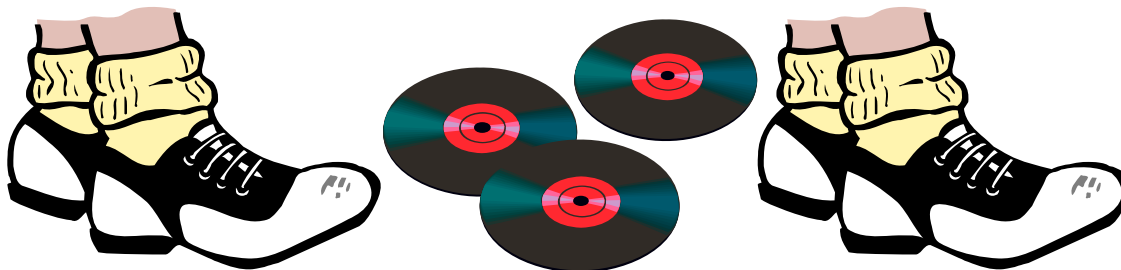


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Annual CTE Events*

- NOI Process (Notification of Intent)
- Prepare CTE Basic Grant Application and Coherent Sequence
- Cash Management Report for Federal Projects due the 18th of each month
- Report course Enrollment (40th/100th Day)
- Document Student Attainment
- Input Program Enrollment, Completers, Concentrators
- Submit Priority Programs State Block Grant applications
- Conduct Placement Survey
- Establish Program Improvement Team
- Submit Project Amendments if necessary
- Examine Performance Review Data
- Choose Evaluation Method
- Create Accountability Plan
- Set Performance Targets
- Set Goals for Improvement
- Monitor Performance over time
- Submit Completion Reports 90 days after project end date

*Some of the items in this list have specific due dates. Many of the items are continuous and may change given the calendar at any school. If you have any questions about this process, please call your Basic Grant Liaison.